

Santa Rosa County
Local Mitigation Strategy (LMS) Task Force
Steering Committee
January 6, 2009
Milton, Florida

The Santa Rosa County LMS Task Force met on the above date. A copy of the sign-in sheet showing attendees is attached in the file. H. Walker called the meeting to order at 1:30 p.m.

Review and approval of agenda and minutes for previous meeting held 09/16/08. R. Royals moved approval; D. Hahn seconded and the motion carried unanimously. Minutes for previous meeting held 11/13/08 not available. They will be included on the agenda for the next regular meeting.

H. Walker introduced Mr. Brian Watkins, City of Milton, as a new member and replacement for Donna Adams who retired from the City of Milton recently.

H. Walker advised that L. Lynchard is the current BOCC board member assigned to this committee. Something that would be helpful, possibly at the next meeting, is to take the opportunity to focus on what the purpose of this LMS committee encompasses. We should update our LMS plan, the Flood Plain plan, and to refresh ourselves on what we are working on. S. Harris will prepare a power point in the event that she is absent in order to review items for both the committee and Commissioner Lynchard.

Revised LMS Project Priority List / Prioritization Methods

The current LMS priority list and the prioritization methods have not been updated since 2007. S. Harris reviewed the current list of initiatives provided by each entity. She stated that our method of prioritizing may not be what the state expects from us. The state does not mandate the type of method to be used in prioritizing the issues. There are factors that should be utilized including cost of the project, dollars available, number of lives affected by the mitigation, etc. We might produce a weighted list or utilize the questions used for scoring on the application. S. Harris believes that we do need to determine a better method of prioritizing. D. Hahn stated that he preferred Sumter County's method of categorizing by Public Health and Safety as their highest priority and more importantly life safety, health impact and critical facilities. He pointed out that Calhoun County, however, has a method of weighing their projects. D. Hahn volunteered to go through projects, provide some ideas to the committee members, and categorize the feedback. R. Royals mentioned that she remembered West Florida Regional Planning Council (WFRPC) ranked the projects for the county. H. Walker stated that the BCM consulting firm actually did the ranking for us.

S. Harris stated that the January report will include the items listed unless any committee member feels that there should be changes made prior to submitting the report.

She believes that our first step in undertaking the five year update should be to put a procedure in place that assures the projects truly meet the Hazard Mitigation (HM) criteria. Discussion ensued regarding an example of the City of Milton fire station. B. Watson asked if there was any benefit to leaving a completed project on the list. S. Harris stated that it is a way of tracking our progress whether they funded the project or not.

H. Walker questioned the aging of some of the projects. An example would be if it is dated 1999, does updating the project in 2005 indicate that we want to retain the project on the list. It was agreed that would indicate that we would want to pursue the project.

S. Harris stated that this committee needs to determine that the projects are reviewed thoroughly and well planned out. We need to determine that the projects are where they need to be on the list. H. Walker suggested that the lower priority projects might need to be removed.

S. Harris would like to submit the list as is and look for further review by this committee.

L. Carden pointed out that there have been some problems in regard to the CDBG funding. There have been real problems with EDBs in the water system.

L. Carden will get with S. Harris regarding this issue.

H. Walker recommended that D. Hahn with reading through the examples and providing the committee with choices to make a selection from.

S. Harris has received notices of funding for HMPG allocations for Hurricane Faye; Santa Rosa County was not categorized as Tier 1. However, Santa Rosa County was fully declared at Tier 1 for Hurricane Gustav. S. Harris would like this committee to think of some ways to utilize HMPG allocations including the reason for application. She explained the eligibility of the monies for projects related to these storms. S. Harris stated that it may take years for anything less than Tier 1. H. Walker stated that it has been difficult matching the HMPG projects that we have already applied for. D. Hahn reviewed examples from the list that might even be considered.

LMS Plan – 5 Year Update

D. Hahn provided the committee members with an Outlook Express copy of the first four or five chapters of the LMS plan. Members have the opportunity to make any recommendations or changes and return to D. Hahn. Then everyone can review the same document. There are size limits and they will be sent out in groups of chapters. Page 142 of 395 is accessible on Outlook Express. He showed the committee examples of what he is accomplishing on the plan. The committee approved any formatting changes to the plan. He expects it to be

ready within a few months. He is confident that we will meet the deadline of November 2009.

There is a current version available on the county server for viewing. The public input will be included when the grant for the flood plan is reviewed. D. Hahn and S. Bracewell developed a plan for working on the LMS update including who will be working each section. In addition, each jurisdiction has been approached for their input to the plan. Jurisdictions may require some direction utilizing Outlook Express. S. Harris wants to assure the jurisdictions are involved with the entire program. R. Royals stated that they would provide the jurisdictions with any help they might need. D. Hahn has taken care of the obvious changes and any other changes should be brought to his attention.

Kick-Off Flood Plan Update

S. Harris stated that the agreement is on the BOCC agenda for this week. She distributed the scope of work to the members for their review. This includes the schedule of deliverables. She stated that we must keep track of time, progress of each issue.

S. Harris proposed that K. Thornhill and her department would take over the administration of this particular grant. She would like K. Thornhill to take a project manager approach toward the grant.

H. Walker stated that the next step would be to solicit for proposals. S. Harris stated that a sub-committee would need to meet and make the RFP more specific. H. Walker stated that it needs to be pushed along. S. Harris agreed that things should not be held up and we need to move forward on it. R. Royals stated that they have been more involved in the past so that it should be easy for them to be involved.

H. Walker stated that we must identify and empower a subgroup to meet and task them with what we expect them to bring back to the committee.

These people will be appointed and serve:

Pat Bowman, GIS
Dan Hahn, Emergency Management
Karen Thornhill, Flood
Paul Miller, Planning
Sheila Harris, Grants

Optional:
Linda Carden, City of Jay
Dave Szymanski, Gulf Breeze
Brian Watson, City of Milton

H. Walker appointed D. Hahn as the Chairperson for the committee.

Linda Carden made a motion to create and empower the group to begin the process as outlined in attachment 2. Second by D. Hahn, motion carried.

The first step will be to develop the RFP. H. Walker stated that he will request authorization to solicit the proposal at the BOCC meeting scheduled for January 22. S. Harris was advised that Santa Rosa County is the only county approved for this type of flood plan update.

S. Harris suggested that it might be helpful to invite S. Marsh to the initial meeting of the subcommittee in order to help answer any questions. S. Harris was advised by S. Marsh regarding some things that must be considered. These would include setting a payment schedule, reviewing their qualifications, reviewing their references, knowing their experience, etc. H. Walker stated it would be an engineering RFP. S. Marsh also suggested that it be advertised out state or outside of our regular format. H. Walker will refer to R. Blaylock as a good source of information for this type of RFP.

S. Harris questioned whether the RFP would include the amount of funding available. H. Walker stated that the consultant will have a contact person who will ask how much money is available.

Discussion ensued regarding what would be expected throughout the process of the project. It was suggested that there may be someone at the Planning Council who could assist with the project.

K. Thornhill did receive information that there will be a re-study of the entire coastal region for flood maps. If anyone would like to attend, please contact K. Thornhill.

H. Walker charged S. Harris and D. Hahn with establishing the time and date of the first meeting.

Other Business & Public Comments – None

Prior to the next regular meeting H. Walker requests that a report be submitted by the flood mitigation plan subcommittee and the LMS subgroup covering courses of action and an overview of the same.

D. Hahn requested and received approval on format changes in the 5 year plan.

Next quarterly meeting scheduled for **Thursday, February 5, 2009, 1:30 p.m.**


Chairman